



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 11/6/2018 **VisitType:** Licensing Study **Arrival:** 1:10 PM **Departure:** 3:20 PM

CCLC-575

Mill Creek Day Care Center

382 Babb Road Rocky Face, GA 30740 Whitfield County
 (706) 673-6651 millcreekcenter@yahoo.com

Regional Consultant

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@dec.al.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/06/2018	Licensing Study	Good Standing	
02/13/2018	Licensing Study	Good Standing	
12/22/2017	Complaint Investigation by Phone	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A-Back/Left	One Year Olds and Two Year Olds	1	5	C	8	C	NA	NA	Nap
Main	B-Front Left		0	0	C	20	C	NA	NA	
Main	C-Right Front	PreK	2	18	C	22	C	NA	NA	Nap
Main	D-Back Right	Three Year Olds	1	9	C	11	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground-Older	192	C
Main	Playground-Toddler	24	C

Comments

Follow up to the previous Licensing Study that was conducted on February 13, 2018 was completed on this date.

Plan of Improvement: Developed This Date 11/06/2018

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

Sheila Woods, Program Official

Date

Colleen Covey, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Met

Correction Deadline: 2/13/2018

Corrected on 11/6/2018

.08(1) - Files were observed to be completed in their entirety on this date.

Correction Deadline: 1/8/2018

Corrected on 11/6/2018

.08(2) - Immunization records were observed on this date.

Facility

591-1-1-.06 Bathrooms	Met
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Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)	Met
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Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)	Met
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Correction Deadline: 2/13/2018

Corrected on 11/6/2018

.25(13) - No hazards were observed accessible on this date.

591-1-1-.26 Playgrounds(CR)	Met
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Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition	Met
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Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations	Met
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Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)	Met
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Comment

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)	Met
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Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)	Met
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Comment

Staff stated that no medication has been administered since the previous visit was conducted on February 13, 2018.

Policies and Procedures

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined by a review of documentation that fire drills were not conducted for the months of September 2018 and October 2018. A tornado and other emergency drills were not conducted in October 2018 as required to ensure being completed every six months as required.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 11/30/2018

Recited on 11/6/2018

Safety**591-1-1-.05 Animals**

N/A

Comment

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)

Met

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)

N/A

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

Met

Comment

Pleasant naptime environment observed.

The Center does not serve infants.

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 05/29/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2

Met

Date of Hire: 12/05/2016

Records Reviewed: 7**Records with Missing/Incomplete Components: 2**

Staff # 3 Date of Hire: 09/28/2018	Met
Staff # 4 Date of Hire: 09/01/2016	Met
Staff # 5 Date of Hire: 08/02/2017	Met
Staff # 6 Date of Hire: 04/06/2015	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 7 Date of Hire: 05/05/1985	Met

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Director provided two files for employees hired since last visit. Seven staff members were observed to have satisfactory criminal record checks.

591-1-1-.14 First Aid & CPR Met**Correction Deadline: 12/6/2018****Corrected on 11/6/2018**

.14(1) - 50% of staff were observed to have current CPR and First Aid training.

591-1-1-.33 Staff Training Defer**Defer**

591-1-1-.33(6)- Staff still have time to complete the annual training for 2018.

POI (Plan of Improvement)

Previously Cited: The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2018**591-1-1-.31 Staff(CR) Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Correction Deadline: 2/13/2018

Corrected on 11/6/2018

.32(1) - Proper ratios were observed on this date.

591-1-1-.32 Supervision(CR)

Met

Correction Deadline: 2/13/2018

Corrected on 11/6/2018

.32(7) - Proper supervision was observed on this date.